



Malheur Vector Control Dist.

251 B Street West, Vale OR 97918 ★ Phone (541)473-5102 ★ Fax (541)473-3701

Request for Proposals

PROJECT SCOPE

Malheur Vector Control District (MVCD) seeks proposals from licensed commercial pesticide applicators. MVCD intends to contract for ground based larval and adult mosquito pesticide applications in Malheur County, Oregon. Applications will be on and over private and public property. MVCD does not guarantee the amount of work, but it is estimated that between 6000 and 10000 acres will be treated per season. This will be a specific agreement for professional services for ground-based application of pesticide. This agreement will be an annual contract renewable for 2 additional years upon mutual agreement between the contractor and MVCD. The contractor shall provide all personnel, equipment and supplies necessary for completion of professional services. Professional services shall include but are not limited to: ground-based application of larval and adult mosquito pesticide; GPS data collection; and at project completion, daily work reports with pesticide use for each day. Insecticides will usually be supplied by MVCD. Insecticides not purchased by MVCD will be purchased by contractor. Contractor will be reimbursed for actual cost of pesticide. All pesticide purchases must be approved in advance by the MVCD. Application and survey locations will be determined by the MVCD and communicated to the contractor either by GPS data or on paper maps.

SPECIAL EQUIPMENT

Contractor shall have modern up-to-date equipment. Contractor is required to have useable GPS data collection equipment for each applicator/machine. Coordinate data for all survey sites and application sites will be collected and maintained by contractor. Coordinate data will be supplied to MVCD with each invoice, or not later than ten (10) days from the end of the season. Specialized application equipment is required for this type of work. Please be specific on your proposal concerning application equipment. Fogging equipment must be certified as calibrated by a qualified certifying agency. Powered backpack application machines must also be calibrated annually at the start of each season.

LIABILITY, INSURANCE AND CONTRACT TERMS

MVCD will not be liable or assume any responsibility whatsoever for loss or damage of equipment owned or operated by the contractor, its agents or employees. Contractor will be responsible for any negligent or wrongful acts or omissions of the contractor, its employees and agent's incident to the performance of this contract. Any damage or breakdown of MCVCD equipment used by the contractor will be repaired at the contractor's expense. The contractor will defend, save and hold harmless the MVCD and Malheur County from all claims of liability for any death or damage to persons or to real or personal property resulting from operation of spray equipment or negligent or deliberate use of spray material by contractor.

Contractor must maintain insurance that complies with limits and requirements set out in proposed contract.

A proposed contract is attached. Contractor must identify what provisions, if any, Contractor would like changed.

CONTENT OF PROPOSALS AND CALENDAR

Content. All proposals shall be complete and submitted on the Proposal Form attached. Additional paper may be stapled to the Proposal Form. Proposals are to be received by Gary Page, MVCD Manager. If proposals are mailed they are to be mailed to 251 B. Street West #8, Vale, Oregon 97918. Proposals may be hand-delivered to: 1001 Barkley Drive, Vale, Oregon 97918. Late or faxed proposals will not be accepted. **Proposals must be received prior to 4:00 p.m. MT on Thursday, February 15, 2018.** All questions about the RFP shall be directed to Gary Page at (541) 473-5102, gpage@malheurco.org or fax (541) 473-3701.

Calendar/Schedule.

Publication Date in Argus Observer:	January, 30, 2018
Proposals Due	February 15, 2018 4:00 p.m. (MST)
Interview (optional)	February 21, 2018
Selection of Contractor	February 22, 2018
Objections to Selection of Contractor	March 5, 2018 4:00 p.m. (MST)
Contract signed	March 12, 2018

PROCEDURE

- MVCD reserves the right to reject any and all proposals, or any part thereof.
- MVCD may waive minor defects in the proposals.
- MVCD will accept the proposal that is in the best interest of MVCD. Cost or price shall be only one factor in the selection of the contractor/company. Each proposal will be evaluated to determine responsiveness to the Request For Proposal, ability of contractor to perform work considering equipment, status of license, ability to provide insurance, personnel, work experience, references and price.
- MVCD may conduct interviews with contractors in its sole discretion.
- MVCD may negotiate with any contractor for additional or the elimination of certain contract terms.
- The decision of MVCD, with approval by the MVCD Board of Trustees, shall be final.
- After opening of the proposals, their content shall be public records under Oregon law and available for public inspection.
- Any proposer who wishes to protest the selection of contractor must do so, in writing, and delivered to Gary Page no later than 4:00 p.m. (MST) on March 15, 2018. The protest shall state the exact nature of the protest. The MVCD Board of Trustees will hear the protest and make their decision. The MVCD Board of Trustees may deny the protest, require a new proposal and/or reject or accept all or part of the protest.
- At the discretion of MVCD, clarifications may be set out in a written addendum and faxed, e-mailed or mailed to all interested proposers. No verbal clarifications will be binding on the MCVD or the proposer. Written addendum will not extend the due date for proposals.

COSTS: Application on private and public land of adult mosquito pesticides.

Minimum Call up Time: _____

Move in/out fee or travel time rate: _____

Rate per hour: _____

Other rate proposed by Contractor: _____

EQUIPMENT. List each application equipment and vehicle to be used in the performance of the contract. Include year, make and model as well as weed spraying features on the vehicle(s). Include number of vehicles and application equipment.

TYPE OF SPRAY NAVIGATION/DATA COLLECTION EQUIPMENT. List type of spray navigation/data collection equipment.

EXPERIENCE. Demonstrate strong work history by providing a list of three customers or references with names, addresses and phone numbers.

LICENSE. Contractor must be licensed by Oregon Department of Agriculture and will provide MVCD a copy of his/her Commercial Applicator's License with a Public Health Category and a copy of each employee's applicator license that will be involved in the project. Attach a copy of license or list name of licensee and type of license.

Has any enforcement action been taken against licensees listed above in the last five years? ___no___yes. If yes, please explain. _____

Have any damage claims been brought against the above licensees or company within the last five years? ___no___yes. If yes, please explain. _____

Do you have the following insurance or can you provide the following insurance by the commencement date of the contract?

Worker's Compensation for all subject workers.

yes.

no. Please explain. _____

Comprehensive General Liability Insurance. \$1,000, 000 single limit per occurrence with \$2,000,000 aggregate limit annually for bodily injury, personal injury and property damage. It shall include contractual liability coverage fro the indemnity provided under the contract. It shall provide that Malheur County, MVCD, and its divisions, officers and employees are Additional Insureds but only with respect to Contractor's services provided under the contract.

yes.

no. Please explain. _____

Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for Bodily Injury and Property Damage, including coverage for owned, hired or non-owned vehicles, as applicable.

yes,

no. Please explain: _____

Certificates of Insurance. Contractor shall furnish certificates of insurance prior to March 15 2018.

Cancellation of Insurance. There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverages, without 30 days written notice from Contractor to Malheur Vector Control District.

Are there any terms of the contract you would like changed? If yes, please specify.

Signature of Contractor: _____

Date: _____